

U.S. Mission in Canada

American Studies-Community Partnership Grants

REQUEST FOR APPLICATIONS: American Studies-Community Partnership Grants to Assist American Studies Collaborative, Interdisciplinary Community Projects in Canada

Program Office: Cultural Affairs, Public Affairs, U.S. Embassy-Ottawa

Funding Opportunity Title: American Studies-Community Partnership Grants to Assist American Studies Collaborative, Interdisciplinary Community Projects in Canada

Announcement Type: Grant– Initial

Funding Opportunity Number: AS-CPG-FY10-PAS-07122010

Deadline for Applications: August 15, 2010

ELIGIBILITY: Limited to Canadian non-profit institutions, individuals, and educational institutions

CONTACT INFORMATION:

For assistance with the technical requirements of this announcement only, contact Dr. Crystal Meriwether, Cultural Affairs Officer, U. S. Embassy-Ottawa at: e-mail: MeriwetherC@state.gov (preferred) or telephone: (613) 688-5314.

EXECUTIVE SUMMARY

The U.S. Mission in Canada through its Public Affairs Section is pleased to announce an open competition for assistance awards (grants) through this announcement. Canadian non-profit institutions, individuals, and educational institutions are invited to apply to the U.S. Mission in Canada American Studies-Community Partnership Program for awards to support collaborative, interdisciplinary community projects utilizing American studies pedagogy, curriculum, research, and other resources to enhance mutual understanding between Canada and the United States. The awards are intended to engage American studies practitioners in genuine collaborations with community organizations and the constituents they serve to provide new **cultural and educational opportunities**. We will award grants to support projects developed in collaboration with community-based organizations, school districts, libraries, historical societies, museums, and other non-profit entities. *Awards will range from US\$5,000.00 to \$25,000.00 based upon the availability of funds.*

BACKGROUND

American studies, the understanding of the United States and its institutions, as defined for this announcement, emanates from several perspectives:

- the development and expressions of the national culture of the United States and its myriad subcultures, as well as borderland and diasporic cultures;
- relevant disciplines (public policy, history, politics, economics, literature, the arts, and the social or behavioral sciences); and
- diverse aspects of the American experience locally, nationally, and globally.

*Awards will be available for projects where there is substantial participant-defined engagement, collaboration, and reciprocity between the applicant and the communities they represent, encounter, or visit. **Funded projects must demonstrate a collaborative working relationship with local community-based groups or organizations.** Awards will range from US\$5,000.00 to \$25,000.00 based upon the availability of funds.*

PROPOSAL SUBMISSION (in English) DEADLINE: August 15, 2010

SELECTION ANNOUNCEMENT: September 17, 2010

What are the objectives that the projects are required to meet? The U.S. Mission in Canada-American Studies- Community Partnership Program intends to enhance:

- the use of American studies research, teaching, and publications in local programs and activities in Canada;
- the involvement of American studies in the ongoing work of Canadian community-based organizations while simultaneously strengthening the relationship between the U.S. and those organizations; and
- the utilization of American studies educational and cultural resources in Canada.

What are the priorities that the projects are required to meet? The U.S. Embassy will give priority to projects that indicate:

- a plan for long term continuation of the project that indicates the likelihood of continuation of activities to enhance American studies involvement in local program activities beyond the grant period;
- available matching grants; and
- active attempts to solicit additional funds for the project.

Projects must also meet **at least one** of the following four objectives:

- **Innovative Projects to develop or expand American studies participation in community projects and activities that provide participants with new or expanded educational and cultural opportunities in Canada.** We are interested in funding projects that address any of a wide range of educational and cultural needs (i.e. research, curricular, interpretative, publication, artistic, performance, exhibit issues, etc.) Projects must show coordination with other programs currently providing educational and cultural opportunities to local communities. Projects must also demonstrate adequate methods of quality control.
- **Community-Based Research Projects that develop American studies resources and materials for educational and cultural programs and activities in Canada.** Projects must explain who their audience will be and what specific mechanisms for educating participants will be utilized (including an indication of how access to these groups will be achieved). Projects must clearly demonstrate how American studies practitioners will be involved.

- **Civic Participation Projects that provide skills and leadership training and mentoring for students and young adults involved in Canadian community-based partnerships to develop local cultural and educational opportunities, resources and materials.** These projects should show how their efforts enhance ongoing cultural and educational programs and/or increase the involvement of the American Studies practitioners in relating to local organizations and their constituents.

- **Social Change Projects that increase American studies involvement in establishing, protecting, or expanding the educational and cultural opportunities and rights of local communities in Canada.** Projects must show specifically how they will accomplish this, including coordination with ongoing efforts addressing these issues in the community. If specific American Studies faculty or programs are targeted for volunteer involvement in social change efforts, evidence of their interest and support should be included.

What are examples of types of projects that might be funded?

The following is a list of types of projects that might be funded. This list is not exhaustive. The U.S. Mission in Ottawa is interested in creative approaches to increase American studies involvement and welcomes proposals outlining projects both similar to and different from those listed. In addition, the U.S. Mission in Ottawa is aware that effective projects will need to be tailored to local needs.

- Developing university American Studies Centers.
- American studies book and media discussion groups in libraries, correctional institutions, public agencies, shelters, and schools.
- Curriculum workshops in local schools; local summer institutes for K-12 educators; creation and dissemination of lesson plans, including web-based projects. Innovative interplay of technology and American Studies in the schools.
- Public art projects focusing on the U.S.-Canada partnership—visual and performing—at community centers and schools.
- Community history projects in the form of conducting interviews and/or collecting photographs that would serve as the foundation for a public exhibit. An example is a project that highlights the relationships of families with members who live in the U.S. and in Canada.

- An American Studies departmental program that would offer after school *short courses* to interested teachers/educators. (May relate to teacher renewal process.)
- Meeting research requests from community-based organization or other non-profits (e.g. American studies research on diabetes and the Inuit communities).
- Building on *existing initiatives*. The Community Partnership Project could contribute to on-going partnerships to reach new audiences.
- Sharing Stories; Creating Resources. Building partnerships between American studies scholars and public schools in under-served communities involving teachers and children. This type of project could be adapted and modified in a myriad of ways to serve children in meaningful and creative ways.

What activities are not allowed to be funded as part of the grant?

“Unallowable costs” are the general or centralized expenses of a recipient who receive Department of State funds that are not allowable administrative costs to be financed by the Department of State award. For further clarification, please see pages 7-8 of ***The U.S. Department of State, Standard Terms and Conditions for Overseas Federal Assistance Award at:***

http://aopefa.a.state.gov/Content/documents/Overseas_TandC.pdf

Examples of unallowable costs include: Costs of alcoholic beverages; Bad Debt; Contingencies; Contributions; Entertainment; Goods or services for personal use; and Organization costs.

Who may apply?

This request for proposals is intended for **Canadian non-profit institutions, individuals, and educational institutions** in collaboration with other community-based groups, school districts, public libraries, historical societies, museums, and other non-profit entities. Proposals must demonstrate a strong working relationship between the Canadian applicant with at least one local Canadian organization providing American studies resources and materials to their constituents. **U.S. non-profit institutions, individuals, and educational institutions** are not eligible to apply. However, U.S. non-profit institutions, individuals, and educational institutions may be a non-local partner organization within the grant proposal.

What funding is available?

Awards will range from US\$5,000.00 to \$25,000.00 based upon the availability of funds.

What is the period of the grant?

The grants are for twelve months – September 17, 2010 through September 16, 2011. However, in evaluating proposals, the Mission in Ottawa will give priority to those suggesting continuing activities beyond the grant period to enhance the community's involvement in delivery of American studies resources and materials. Project evaluation and financial reports are due ninety (90) days after the completion of the ASA-funded portion of the project.

How and when to apply?

By **August 15, 2010**, one (1) **electronic copy** of the complete proposal packet must be submitted in English as a group in Word (RFT) or PDF format by e-mail attachment to CanadaGRANTSPROPOSALS@state.gov . Electronic notification of receipt of the packet will be sent to the applicant.

What must be included in the Application?

1. Cover Sheet: A one page executive summary of the project description with reference to the amount and duration of the funding request.

2. Applicant: Completion of attached form SF-424 which is the standard USG form required for grant applications.

4. Research & Research-Related Programs: To be completed only for proposals with a Research & Research Related focus. Completion of attached forms SF-424 R&R---Application and Budget.

5. Narrative: The following components must be included in no more than six double spaced pages:

- statement of need (including description of geographical and population demographics of target community);
- project objectives;
- project description;
- relation of project's work to ongoing efforts by other organizations to provide American Studies resources and materials to local communities;
- evidence of institution's not-for-profit status
- co-sponsoring organization(s)---reasons chosen, capacity of organization, cost-sharing, not-for-profit status;
- plans for project continuation beyond the grant period; and
- plans to publicize project's work within the local community.

6. Budget: Completion of attached form SF-424A, the standard USG form. Award funds are not intended for the purchase of equipment or to subsidize salaries.

7. Assurances: Completion of attached form SF-424B, the standard USG form used to assure compliance with statutory requirements.

8. Appendices: Letters of support and cooperation from local organizations serving the affected community and any other relevant information.

Who reviews the Applications and what are the selection criteria?

The Public Affairs Section of the U.S. Embassy will make all final funding decisions based upon the recommendations of an impartial review and evaluation committee. Each application submitted under this announcement will be evaluated and rated upon the following criteria designed to assess the quality of the proposed project and to determine the likelihood of its success.

- The Application packet is complete and is in English.
- Clear demonstration of need for/desirability of the project including the results to be gained through the project's implementation including number of and types beneficiaries served in region;
- Proposal clearly responds to one or more of the three objectives mentioned earlier;
- Clear demonstration, through letters of support and other commitments of cooperation, that the project will work closely with other relevant educational programs, American Studies entities, and local community organizations working with the targeted communities;
- Proposal clearly demonstrates that project activities will be carried out in a timely and efficient manner;
- Proposal indicates a likelihood of continuation of activities to enhance American Studies involvement in community-based educational and cultural programs;
- Proposal details how the project will publicize the funded activities within the local community (i.e. articles in journals, newsletters, or other press);
- Proposal clearly states how project will be staffed and describes the experience the staff has with similar type of projects;
- Proposed project targets a diverse constituency;
- Proposal is innovative in concept, delivery or impact; in particular, proposals addressing any of a broad range of educational and cultural needs of constituents are welcome.

When will the announcement of grantees be made?

Successful applicants will be notified by September 17, 2010.

For assistance with the requirements of this announcement, contact Dr. Crystal Meriwether, Cultural Affairs Officer, U. S. Embassy-Ottawa at: MeriwetherC@state.gov (preferred) or (613) 688-5314.

Before or on August 15, 2010, email one (1) electronic copy of the complete packet of application materials must be submitted as a group in Word (RFT) or PDF format by e-mail attachment to CanadaGRANTSPROPOSALS@state.gov .

Links to Application Formats:

For Non-Research Related Applications:

[SF424 - Application for Federal Assistance](#) (For Organizations)

[SF424 and SF424A in XLS format](#)

[SF424 Instructions](#)

[SF 424 A](#) - Budget Information (Non-Construction Programs)

[SF 424 B](#) - Assurances (Non-Construction Programs)

For Research Related Applications:

[SF424 R&R-Application for Federal Assistance](#) (For Research Grants)

[SF 4242 R&R Budget Information](#)

[SF 424 R&R B Assurances](#) (Research grants)

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